

**Dallas County Conservation Board  
Regular Monthly Meeting  
November 14, 2017**

**Call to Order**

The Dallas County Conservation Board meeting was called to order on Tuesday, November 14, 2017 at 5:30 P.M. at the at the Forest Park Museum Administration Building in Perry, Iowa by board secretary/treasurer Jim Miller.

**Roll Call**

Present were board members Jim Miller, Mark Powell and Lorinda Inman. Board members Nancy DeLong and Glenn Vondra were absent. Director Mike Wallace and administrative assistant Sherry James were also in attendance.

**Introduction of Guests**

Rich Voelker, Mindy Moore and Lauren Dietz from Snyder and Associates.

**Agenda**

Action: Mark Powell moved and Lorinda Inman seconded to approve the agenda as printed. All members present voted “aye”, motion carried.

**Open Forum**

There was nothing presented.

**Consent Agenda**

Action: Mark Powell moved and Lorinda Inman seconded to approve the consent agenda items including the October income/expenditure report and the monthly staff reports. All members present voted “aye”, motion carried.

**October 10, 2017 Meeting Minutes**

Action: A motion was made by Lorinda Inman and seconded by Mark Powell to approve the October 10, 2017 board meeting minutes as written. All members present voted “aye”, motion carried.

**Strategic Plan Presentation** – Mindy Moore, Snyder and Associates, updated the board on the process of the Strategic Plan. She reported there were two meetings held with stakeholders. She reported that strategic planning can help guide the Conservation Board moving forward.

Lauren Dietz, Snyder and Associates, reviewed the results of the surveys that were sent to the community and reported that 403 completed surveys were returned. She then presented a summary of the finished strategic plan.

**RRVT to HTT Next Construction Phase** – Director Wallace reported that Phase I construction will begin next year starting at Perry and going east. There was board discussion regarding where the next construction phase should be located.

**RISE Grant for RRVT to HTT Project** – Rich Voelker, Snyder and Associates, reported he has been following the RISE (Revitalize Iowa’s Sound Economy) grant that could go towards the connector project. He reported the rules for this grant take into the perspective of the tourism aspect. Rich will continue to look into this grant.

**Phase I Connector Acquisition of ROW** – Director Wallace reported this item will be tabled.

**RRVT Overlay Project, Consultant Agreement** – Director Wallace presented a consultant agreement to study the trail between Waukee and Linden to determine the trail condition and estimated cost to do the overlay.

Action: Mark Powell moved and Lorinda Inman seconded to approve the consultant agreement at a cost of \$20,300.

**CIRTPA TAP Grant Application** – Rich Voelker, Snyder and Associates, reported to the board that the CIRTPA TAP grant is due in February and could be used for overlay maintenance. No action was taken.

**Official Endorsement for CIRTPA TAP Grant Application** – This was tabled.

**Recognition for “Connector” Donors** – Director Wallace reported there was ongoing discussion regarding recognition of donors for the Connector project. Would there be one sign at one location or numerous signs in numerous locations? What would the dollar amount need to be set at for recognition? Director Wallace and Jim Miller will continue to review.

**Adel Trailhead, Brad Harrison Recognition** Director Wallace reported that Brad Harrison served as district conservationist with the Natural Resource Conservation Service for 36 years in Adel and recently lost his battle with cancer. His staff is proposing to dedicate the Adel Trailhead in his memory. It was the consensus of the board that they were in favor of this project, and requested more details.

**Museum Exhibit Agreement with LTRS, LLC** –

Action: Lorinda Inman moved and Mark Powell seconded to approve the agreement with LTRS, LLC for \$21,700 for audio/visual for the school house and cabin. All members present voted “aye”, motion carried.

**Furnace for Sportsman Park Caretakers Residence** –

Action: Lorinda Inman moved and Mark Powell seconded to approve the quote for a new furnace from Dan’s Heating and Cooling for \$1,654. All members present voted “aye”, motion carried.

**State Recreational Trail Grant Agreement** – Director Wallace reported that he has received notification of funding but has not received the agreement. This was tabled.

**Budget, Capital Projects, Goals** – Director Wallace reviewed the equipment/vehicles/capital items for budget preparation.

Action: Mark Powell moved and Lorinda Inman seconded to approve the preliminary proposed budget. All members present voted “aye”, motion carried.

**Sewer line Easement for Adjacent Landowner at Forest Park Museum** - Director Wallace reported that Jerry Lage has requested to hook up to the city sewer line that is being installed and would need an easement. This was tabled until the board receives the easement.

**Budget** – nothing at this time.

**Director's Annual Evaluation** – this was tabled due to the length of the meeting.

**Other Business** – Nothing.

**Adjournment**

There being no further business to discuss at this time, Lorinda Inman moved and Mark Powell seconded that the meeting be adjourned at 7:45 P.M.

Nancy DeLong  
Glenn Vondra, Vice Chairperson.  
Nancy DeLong, Chair

12-12-17  
Date

Sherry James  
Sherry James, DCCB Staff

11-21-17  
Date